

**TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL**

NASA/GODDARD SPACE FLIGHT CENTER

**REQUEST FOR TASK PLAN / TASK ORDER**

<b>CONTRACTOR</b>	<b>CONTRACT NO./TASK NO.</b>	<b>JOB ORDER NUMBER</b>	<b>APPROPRIATE</b>
<b>QSS Group, Inc.</b>	<b>NAS5- TASK NO. AMENDMENT</b> <b>99124 386</b>	<b>924-227-62-49-89</b>	<b>00</b>

**TASK TITLE:** (NTE 80 characters; include Project name)

**GLAS NTGSE Services**

**APPROVALS:** (Type or print name and sign)

<b>ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)</b>	<b>DATE</b>	<b>ORG CODE</b>	<b>MAIL CODE</b>	<b>PHONE</b>
Arturo B. Ferrer <i>Arturo B. Ferrer</i>	9/21/00	582	582	301-286-3472
<b>BRANCH HEAD</b>	<b>DATE</b>	<b>CODE</b>	<b>PHONE</b>	
Elaine Shell <i>Elaine M. Shell</i>	9/21/00	582	301-286-7104	
<b>CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)</b>	<b>DATE</b>	<b>CODE</b>	<b>PHONE</b>	
Robert S. Lebar <i>Robert S. Lebar</i>	9/21/00	560	301-286-6382	
<b>FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE?</b> (IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)	<b>CONTRACTING OFFICER'S QUALITY REP.</b>		<b>DESIGNATED FAM:</b>	
<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	<i>see for L. Moore</i> Larry Moore		Ron Kolecki	

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.

(To be completed by Contracting Officer)  
**C.O. Requested Quote on:**  
**Date:**

Contractor will develop specification or statement of work under this task for a future procurement.	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES
Flight hardware will be shipped to GSFC for testing prior to final delivery.	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> N/A
Government Furnished Property/Facilities:	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)
Onsite Performance:	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES If yes: <input type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL If partial, indicate onsite work in SOW by asterisk (*)
Surveillance Plan Attached:	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES
Highlighted Contract Clauses:	(to be completed by Contracting Officer)

Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be 9/22/00.

**INCENTIVE FEE STRUCTURE (check one)**

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	No. 1	No. 2	X No. 3	No. 4	No. 5
Cost	10%	50%	25%	25%	20%
Schedule	15%	25%	25%	50%	40%
Technical	75%	25%	50%	25%	40%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 24,405.

The target fee of this task order is \$ 1,586.

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 25,991.

The maximum fee is \$ 2,318.

The minimum fee is \$0.

<b>AUTHORIZED SIGNATURE:</b>	<b>ELIZABETH J. AUSTIN</b> <b>CONTRACTING OFFICER</b>
<i>Elizabeth J. Austin</i>	10/23/00
SIGNATURE OF CONTRACTING OFFICER	DATE
TYPED NAME OF CONTRACTING OFFICER	

<b>CONTRACTOR'S ACCEPTANCE:</b>
AUTHORIZED SIGNATURE
DATE

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QSS Group, Inc.	NAS5- 99124	386	

Applicable paragraphs from contract Statement of Work:

**STATEMENT OF WORK:** (Continue on blank paper if additional space is required)

Through Task 97 under this contract, the contractor developed and provided an interface between an NTGSE workstation and the GLAS instrument command and housekeeping (1553) and science (RS422) ports.

Through this task, the contractor shall provide periodic and as needed maintenance of GLAS NTGSE workstations. This maintenance shall include the revisions listed below and other revisions as required. All revisions may involve the development, integration and testing of new NTGSE software.

1. Implement new NTGSE workstation on GFE equipment with previously developed software.
2. Maintain existing GLAS NTGSE workstations and perform upgrades as needed.
3. Maintain and perform upgrades as needed on the NTGSE configured as a 1553 Bus Monitor capable of capturing data from the GLAS 1553 bus and forwarding the data to the ASIST workstation.

All modified and/or developed software shall be submitted to the GLAS software configuration management system.

The contractor shall provide the following documentation and procedures:

1. Source code, executable code, and User's Guide for modified and/or developed software.
2. NTGSE configuration files (NTGSE.io and NTGSE.db) and page files for all upgrades.

**PERFORMANCE SPECIFICATIONS:**

1. Must handle all GLAS command and telemetry formats as described in GLAS Command and Telemetry Handbook.
2. **Technical Progress Report:** Acceptable performance is that the ATR is satisfied that he is being kept informed of the status of work performed and of issues requiring his attention.
3. **Management:** Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

**APPLICABLE DOCUMENTS:**

GLAS Command and Telemetry Handbook

**TASK END DATE:** 4/30/01**MILESTONES/DELIVERABLES AND DATES:**

1. Perform preventive maintenance and upgrades to the GLAS NTGSE workstations  
Due Date: 25 days after request for upgrade
2. Deliver all executable code, source code, NTGSE Files (NTGSE.io and NTGSE.db), page display files, and User's Guide for the software used in deliverable 1  
Due Date: same as deliverable 1
3. Technical Progress Report: due monthly, 15th of the month

**PERFORMANCE STANDARDS:**

**Schedule:** On-time delivery/completion of the deliverables/milestones  
**Technical:** ATR's acceptance of the above

**FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):**

Arturo B. Ferrer, building 14, room N291